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**US Army Corps
of Engineers®**
Charleston District

District Dispatch

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District Commander's Corner



I want everyone to know that we all have a voice in setting the conditions for regional success in the South Atlantic Division. I appreciate your input and professionalism as we move forward in our regionalization initiatives. As your Commander for the past year and a half, I have sought to understand the essence of our organization. The values that Team Charleston has displayed during my tenure as an organization have provided the direction and stability in periods of turmoil, stress, and change. As we acknowledge the need to change, our values will support us during this period of organizational evolution. This transition period is scary for some, difficult for others, and can be disruptive to our normal way of doing business. However, the values that are displayed throughout Team Charleston are the same values that will provide the strength, foresight and courage to become an effective part of our regional organization.

The seven Army values of Loyalty, Duty, Respect, Personal Courage, Honor, Integrity, and Selfless Service are alive and well within our team. Whether we are supporting the Global War on Terrorism, implementing PMBP, or responding to hurricanes in our region, Team Charleston always displays the essence of these values. There are many heroes on our team who continue to step up and take on challenges regardless of the sacrifice. The integrated teamwork of the Charleston district is one of the most impressive aspects of our team. The responsiveness, focus, and synergy that we use to accomplish our missions can be rapidly harnessed and directed to provide the same initiative and energy that we need to reach our regional vision of becoming one of five interdependent districts supporting a viable region. The values and skills that are inherent within our team will allow us to excel and embrace the organizational changes.

Our mission statement is, "The United States Army Corps of Engineers, South Atlantic Division at Charleston serves the citizens of South Carolina, the Region, and the Nation by providing quality water resources, value engineering/value management, environmental and international and interagency projects and services." The

essence of our mission is that we are public servants serving a greater good. The talents, characteristics and values of our team will continue to be vital to our success as a district and also as part of a viable region of five interdependent districts. In February, some of our team members traveled to Atlanta to compete for the Regional Technical 13s that are being established to fully leverage talent across our region to better serve the citizens of our state, the region and the nation. This is just one example of how our future will evolve in order to provide the best capability to our region. As decisions are made about our path forward with regionalization, I would ask each of you to reflect on what has made Team Charleston a truly great team and think how each of us can bring those talents and abilities to our region.

My commitment to you is to continue to have dialogue with the team. I will provide you with the latest facts regarding our future, and to listen to your questions, concerns, and ideas so that we can make our regional vision a reality. Great organizations endure by preserving their core values and purpose while their strategies and practices adapt to a changing world. I am confident that Team Charleston is up to the Challenge

Essays!

Lt. Col. Alvin B. Lee
Charleston District Commander

New on the Intranet!



Find information about new employees, Employees of the Month, local and national news, and much more on the Charleston District's Intranet.

Go To : <http://intranet.sac.usace.army.mil> to find out more.

Welcome New Employees!

Wayne VanDenBurg
Powerplant Superintendent,
St. Stephens TS-OP-H

Angie Yuschishin
Human Resources, CPAC

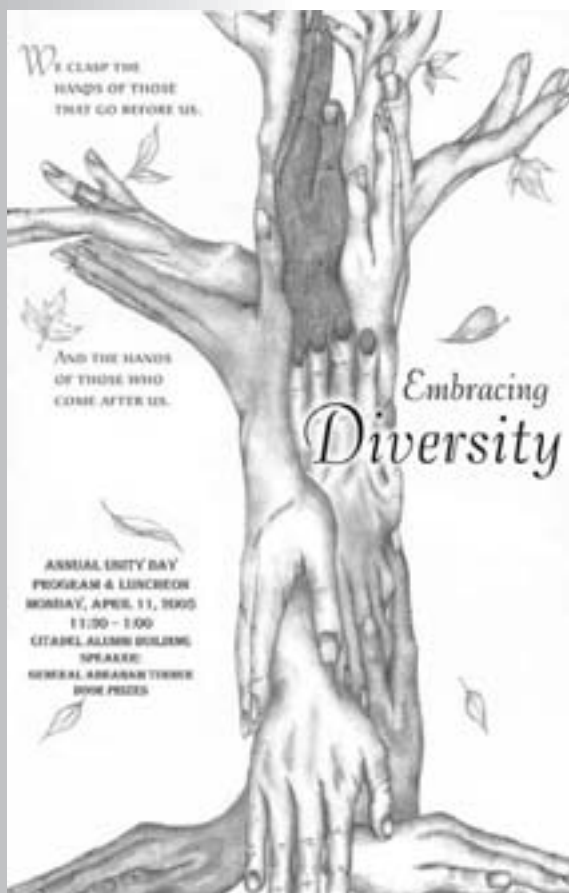
Carol Weart
Public Affairs Assistant, PA

Brian Williams
Coastal Engineer, TS

Wallace Woodrow
Accountant, RM

Patrick Spoor
Safety/Security Officer

Sharon Morrow
Contracting Assistant, CT



New IM Chief Promotes Customer Service

by Carol Weart, Public Affairs Assistant



Carl Hilton, recently named Chief of the Information Management Branch, states that his #1 priority is to provide excellent customer service to the clients of the IM branch. The IM Team includes three full time employees and four contractors, a group that Carl himself calls "a single highly efficient organization." Each of these team members is responsible for a certain "area" of expertise.

Carl primarily spends his time keeping Army and Headquarters happy by ensuring that our computers are not infected, nor used as a launching point for a hacker. Carl scans machines and pushes security updates to them. Carl is very proud of the fact that Charleston is the only district in the South Atlantic District that has not been hacked (However, the down side is that sometimes things don't go well and IM has to reboot systems during the day causing you to lose that document that you've spent hours working on). He also researches issues that no one else on his team can resolve. As the decision maker on how the IM team operates, he ensures a balance between security and user desires. Additionally, he is the designated information technology member for all Product Delivery Teams, including membership on several regional teams.

Margie Brown is the "go-to" gal for telephones, cell phones, telecommunications circuits, data lines, printing and publications, everything mail related (FEDEX and UPS included), records management, district regulations/SOPs/pamphlets, records storage, administrative and support staff time-keeping and passwords. She also spends part of her time reviewing bills in accordance with regulation 25-1, ensuring that employees are not abusing their government telephones and cell phones.

Lynn Schwingen is the primary technical point of contact for district user IT purchases, the IM IT purchase request and contract and government orders, as well as supporting other District team members in their IT purchases. Lynn is also the lead technical person for our e-mail servers and is responsible for network backups. She is the primary technical POC for all user "stove pipe" systems, such as DCPDS, MODERN, OMBIL, PBAS, DMS, DEERS/RAPIDS. Additionally, Lynn issues CEFMS signature cards, assists the Help Desk when needed, and is, by default, the Blackberry expert.

Tom Milne, the team leader for the contractors, is primarily the backup for Lynn and her peer for IT equipment research, and network and e-mail administration. He sorts through the help-desk requests and then distributes them as appropriate. He also serves as the backup for the mailroom, the help desk, and is the jack-of-all-trades.

Dave and Jerry, the other IT contractors, are, according to Carl, "his great hitting the deck plates help-desk team," bringing smiles and laughter to the district team members as they trouble shoot and assist users in getting a grasp on the ever changing world of Information Technology.



Ben, the visual information guru, is the master of the web server. His artistic talents include the creation of brochures, pamphlets, layouts for the District Dispatch, business cards, flyers, and static displays. Ben is also responsible for setting up the visual information equipment for meetings, conferences and issuing out that same equipment as needed.

Now that Carl is officially Chief of IM, he is tasked with ensuring that his team stays current on Information Assurance (computer and network security) and on the new software applications that are employed within the district. Recently, his team has attended classes on Microsoft Active Directory and Microsoft Exchange 2003 in support of the recent migration.

Although the primary customers of the IM team are the members of the Charleston District, Carl also states that he has to serve regionally and nationally. He added that while technology has improved customer service, there is always room for advancement in this area. He is currently working on a tool that will enable the help desk to "view" a team member's desk-top and "assist" that person when they require assistance, thus allowing the information management reps to respond to customer needs in a more expeditious manner.

Good customer service requires more than job competence; it requires understanding how your customers want to be treated. The Charleston District Information Management Team epitomizes this characteristic in all they do and who they are.

Gen Walsh attends mini hearing for civil works projects

by Alicia Gregory, Public Affairs Officer

On Feb 16, SAD Commander Brig. Gen. Michael Walsh, and several team members from division, visited the Charleston District to be briefed on the projects and studies in the civil works budget. That presentation is referred to as a mini hearing.

We hold these hearings annually. The whole emphasis during the mini hearing is to make sure the General is up to speed on the projects and studies included in the President's budget in case he's asked questions by any of the members of the Congressional subcommittees. Although the SAD commander is present, the Chief of Engineers, the Assistant Secretary of the Army, and the Director of Civil Works are the ones who actually testify before Congress.

At the end of the mini hearing the general is given a "fly sheet," which he uses when he goes to the hearing. It's a synopsis of each project and study within the General Investigations (GI), Construction General (CG), and Operation & Maintenance (O&M) appropriations. It shows scope of the project, total cost, completion date, changes from what the General testified to last year, who the congressional representative is, how much money the district received this year, how much money it is requesting next year, etc.

During the mini hearing itself, the General is made aware of congressional representatives who are particularly interested in some of the district's projects. The mini hearing is an opportunity for the Division Commander to hear firsthand the status of projects from the project manager, who's closest to what's going on with the project. It's also an opportunity for us to raise issues that the division may be able to help us with. The civil budget is prepared almost 18 months in advance. The district submits its budget to SAD, where it is reviewed and sent to headquarters. A Corps-wide budget is then prepared and submitted to OMB (Office of Management and Budget). OMB reviews it, sets certain ceiling amounts and makes certain policy decisions. Based on what we get back from OMB, we solidify the budget, and it's included in the President's budget when he releases it in February.

"During the mini hearing itself, the General is made aware of congressional representatives who are particularly interested in some of the district's projects."

Mom Pilates

by Cyndi Stein - Certified Pilates Instructor

The following article is an answer to the questions of the who, what, when, where, and how of the Pilates Method of exercise. Joseph Pilates stated that, "in ten sessions, you will feel the difference, in twenty, you will see the difference, and in thirty you'll have a whole new body."

The Pilates method of body conditioning is a unique system of stretching and strengthening exercises developed over ninety years ago by Joseph Pilates. This method strengthens and tones muscles, improves posture, provides flexibility, unites body and mind, and creates a more streamlined shape.

The fitness industry is always trying to create new, innovative trends. The Pilates method is a tried-and-true formula of wisdom and solid results. It has more than nine decades of success. This is not some new, trendy fitness regime. Pilates has stood the test of time. Pilates was developed to create a healthy body, healthy mind, and a healthy lifestyle. In the past five years there has been a tremendous rebirth of the mind-body focus movement in the fitness industry. The no-pain-no-gain mentality of the 1980's has left people unsatisfied! We now realize that while exercise should be an important part of our lives, it should add to and not take away from our enjoyment of a full life.

Pilates matwork will minimize the amount of time spent in a gym while maximizing the results achieved from a full-body workout. Pilates matwork will teach you that the body is the finest and the only tool necessary for achieving physical fitness.

The Pilates philosophy focuses on training the mind and the body to work together toward the achievement of overall fitness. Joseph Pilates created a method to work our bodies with the efficiency of performing our daily tasks in mind. The movements of Pilates matwork need no attachments and they can be performed anywhere that a normal human body can lie down stretched out at full length.

The Pilates matwork method has been the secret of dancers and performers as well as athletes for years. Through concentrated and creative effort, you too will benefit from this unique method of strengthening and conditioning exercises. The results promote the overall enhancement of spirit, mind, body connection.





Photo by Jim Huff, Santee Cooper

Corps and Community Breaks Ground

***Treatment Plant for Lake Marion
Regional Water System Dedicated Jan. 18***

by Willard Strong, Santee Cooper



Artists rendering of Lake Marion Power Plant



Groundbreaking begins with a group effort. Pictured are members of the Lake Marion Regional Water Agency, U.S. Rep Jim Clyburn, BG Michael Walsh, and Santee Cooper President & CEO Lonnie Carter

A new treatment plant to provide wholesale water to five counties and six municipalities is a step closer to reality as the Lake Marion Regional Water Agency formally broke ground Jan. 18 on the Lake Marion Regional Water System's facility near Santee.

A host of local, state and federal dignitaries turned out for the morning ceremony which featured U.S. Rep. James Clyburn as keynote speaker. Clyburn has been a long-time proponent of the regional system, which will draw water from Lake Marion for water utilities in Calhoun, Clarendon, Dorchester, Orangeburg and Sumter counties.

The 6th District congressman has been instrumental in obtaining \$40 million in provided and authorized federal funding for the 8-million gallons per day system, which is expandable to 12 mgd. State funding, including an \$8 million bond bill, totals approximately \$9 million.

"This project represents a unique partnership between the Corps, Santee Cooper and the Lake Marion Regional Water Agency"

"Today's groundbreaking is the realization of an extraordinary collaboration of people and agencies dedicated to the common purpose of providing quality potable water to the counties in the heart of the Sixth Congressional District," said Rep. Clyburn. "I applaud the efforts of all those involved. This is first of many firsts. I look forward to the day the first customer enjoys a glass of water from their faucet without worrying about contaminants. And I eagerly anticipate the first announcement of an industry that has chosen to locate in this area because they have access to adequate water and sewer infrastructure. Those firsts will mark the success of this project, and the beginning of a brighter day for this region."

The \$25.4 million plant, being constructed by the U.S. Army Corps of Engineers, is the first plant in South Carolina to use membrane-treatment technology in the water purification process. The plant's completion date is May 2006. The initial 8-mgd system, projected to cost approximately \$100 million, features 80 miles of pipelines from the treatment plant to Summerton, Manning, St. George, Holly Hill, Elloree, Santee and along U.S. Highway 301.

This is a monumental day for the citizens of this area," said Johnnie Wright, chairman of the Lake Marion Regional Water Agency and an Orangeburg County Councilman. "We have been working toward this day for more than 11 years. This is progress for the customers of our existing water utilities and for those currently on wells, many of which are substandard and a public health problem. Today shows what regional cooperation can do in South Carolina."



BG Michael Walsh was on hand for the dedication and groundbreaking.

Wright said benefits of the system include:

- Creating a reliable, high-quality surface-water source of drinking water
- Reducing demand on groundwater as a drinking water source
- Eliminating numerous and small water-supply systems
- Reducing maintenance costs for small systems
- Eliminating or reducing upgrade costs for small systems to meet changing and more stringent state and federal environmental regulations
- Realizing economics of scale, through water-rate stabilization, as the system expands

"This project represents a unique partnership between the Corps, Santee Cooper and the Lake Marion Regional Water Agency," said Lt. Col. Alvin B. Lee, Commander of the Charleston District, US Army Corps of Engineers.

"It is an important water supply project that we hope will serve the people of South Carolina for many years."

PORT EIS MOVES FORWARD

by Alicia Gregory, Public Affairs Officer

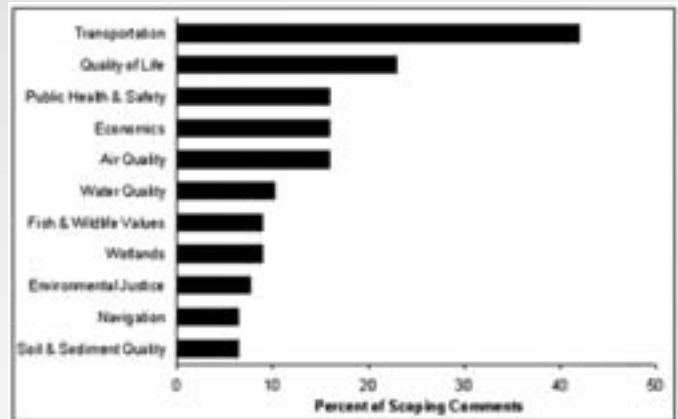
In the world of government “alphabet soup” the initials EIS is one thing that most people understand – both in the words it represents and the goal of the EIS document. Charleston District’s Regulatory Division is working on an Environmental Impact Statement, or EIS as it is commonly referred to as, that will assist the District Engineer in determining whether to issue the South Carolina State Port Authority a permit to construct a marine container terminal at the former Charleston Navy Base. The main goal of this EIS is to evaluate how a new port terminal will affect the environment and the adjacent community. Everything from water quality in the Cooper River to noise and light pollution in adjacent neighborhoods to traffic patterns 20 years from now will need to be studied.

What is an EIS

An EIS is part of a Federal process as outlined in National Environmental Policy Act. In this case, since a Department of the Army permit is required to construct the proposed terminal the Charleston District is responsible for development of the Environmental Impact Statement. Anytime the Corps makes a preliminary determination that a project would likely have significant impacts an EIS is required. In general, the EIS document shows what a projects impacts are and of what magnitude. It is a tool for decision making; it describes the positive and negative effects of the project and cites alternative actions.

Timeline

Once the South Carolina State Ports Authority applied for a permit to construct the marine container terminal in early 2003, it was immediately apparent that an EIS would be required for this proposed project. Early on the district worked closely with the port to select a third-party contractor, Applied Technologies Management, to prepare the EIS. And on November 20, 2003, the State Ports Authority awarded a contract to ATM.



The district held a Public Information Workshop and Public Scoping Meeting on March 16, 2004 to allow the public to find out more about the proposed project and give their comments to the Corps for the development of the EIS. The scoping comment period was open for 30 days after the meeting to allow the community to give their feedback. For the next several months after the scoping comment period ended the district team held meeting with regulatory agencies, environmental agencies, and the local community listening to their input on the port facility. On January 18, 2005, the South Carolina State Ports Authority (SPA) Board of Directors authorized Applied Technology and Management to proceed with the scope of work for development of the Environmental Impact Statement (EIS).

Right now the Corps is working to evaluate the following list of alternatives in the EIS:

- No-Action Alternative (what the impacts would be if the ports facility were not built)
- Charleston Naval Complex, South-End (the port’s proposed alternative)
- Daniel Island
- Clouter Island
- Drum Island

The draft EIS is expected to be published in October 2005 with a Record of Decision in August 2006. The Record of Decision will determine whether the District Engineer will decide to issue the permit, issue the permit with conditions, or deny the permit.

The project details

The proposed container terminal development is approximately 288.1 acres and will support cargo marshaling areas, cargo processing areas, cargo-handling facilities, and related terminal operating facilities. Development of the site includes filling 13.9 acres of freshwater wetlands, and dredging and filling 53.5 acres of waters of the US, including 7.2 acres of tidal marsh. Adjacent to the dredge and fill area, a 10.3-acre wharf structure (3,000-feet long and 150-feet wide) will be constructed. In addition to the actual container terminal, the proposed project includes dredging an 86.7-acre berthing area and turning basin adjacent to the wharf. Upland disposal of dredged material is proposed in existing dredged disposal sites located on the south end of Daniel Island. Also, due to the proposed project’s potential impact on the regional highway network, including the Interstate system, the Corps asked the Federal Highways Administration to be a cooperating agency in the EIS process. Throughout the process the Corps will coordinate with them the input and comments on transportation issues that are received to be evaluated in the EIS.

Managing the process

A major undertaking like this is no easy feat, but Chief of Regulatory Tina Hadden had specific people in mind when assigning the management of this process. “I put together a team of (regulatory) project managers to manage specific portions of the NEPA process,” said Hadden. “I knew I wouldn’t be able to keep the same project manager through completion of the EIS, but it was important that the applicant (SCSPA) was familiar with the team so as to make the transition virtually seamless.” How she did this was to assign three of her project managers -- former district employee Tracey Hurst, Travis Hughes, and Nat Ball – to work on this project.

Hurst was the original lead project manager of the EIS process, but left early in the process for a position in Jacksonville District. Hughes was promoted to the Chief of Permits Branch in Regulatory. So that left Ball, as the only original member of the regulatory team in charge of the EIS to “take the ball and run with it.” “Nat has gone beyond the call of duty on this project,” said Hadden. “He has taken over the management of this project and done an excellent job with handling all the various and numerous aspects that a project of this enormity.”

The humble Ball credits much of this success to a team effort. “This is the first time that I have worked on a project that requires extensive coordination within the district,” said Ball. “Since the proposed project is located immediately adjacent to the federal navigation channel, there have been a number of people who have helped develop the scope of work.”

Although he has worked with several district and external team members on this process, he gave specific kudos to a few district employees. “Lisa Metheney, Sara Brown, and Robin Socha have been a great help, providing comments on the draft scope of work and the Sediment Analysis Plan,” said the EIS project manager. “This past year has been very challenging,” said Ball. “I am looking forward to moving forward with the environmental studies, and developing the information that we will need to evaluate the proposed project.”

Ball and his team are well on their way to doing just that.



South Atlantic Division Regionalization Plans to be Considered

“The Campaign Plan contains some 22 initiatives to advance regional business process improvements and functional realignments.”

The SAD Regional Management Board (RMB) and Command Council (CC) will meet in joint session 14-15 February in Atlanta to consider the approval of the Fiscal Year 2005 Interim Campaign Plan. The plan, which has been developed over the last several months, includes proposals for regionalization of several major business functions in the division, including engineering, planning, and contracting.

The proposals in the plan are designed to further the goals of USACE 2012, which identified the need for a more regional approach to the way the Corps does its business. “If the South Atlantic Division is to truly function as a region then we must commit to meaningful changes in our structures and processes,” said BG Michael J. Walsh, South Atlantic Division Commander. “Our objective is to work as a single regional business center made up of five interdependent and mutually supportive districts,” he said. Budget cuts, workload fluctuations, and other long-term program trends are forcing the agency to investigate ways to streamline and leverage shrinking resources while maintaining essential expertise. “The time when we could afford semi-autonomous districts with a full complement of expertise is now past,” General Walsh said. “The Regional Business Center concept provides us the model by which we can become truly regional, but we must make it happen. At the same time, we will do it in a gradual, evolutionary way, so as to minimize unnecessary disruption of our workforce. There will be no forced relocations or reductions-in-force as a result of these changes.”

The Campaign Plan contains some 22 initiatives to advance regional business process improvements and functional realignments. The most sweeping changes come in the form of proposed regionalizations of the engineering, planning and contracting functions in the division. These plans, developed by Project Delivery Teams made up of members from all districts and the division office, are somewhat different, but each envisions a reduction of the number of technical organizations in the region from five to three. In Engineering, Wilmington District would serve as the technical service provider for Charleston District and for the Civil Works portion of Savannah District's mission. In planning, a similar configuration would have Wilmington supporting Charleston, while Mobile District would support Savannah, which shares a common civil works border. Contracting for these three districts' civil works functions would be centered in Savannah District. While these technical groups will reside over time in new locations, technical expertise will remain in the geographic districts, acting as a component of the combined organization. In some cases, a supervisor may reside in a different location from the supervised team member.

These plans, which were originally briefed to the Regional Management Board and the Command Council in December 2004, have been under review before final consideration at the upcoming combined meeting of the RMB and CC. Currently the teams are working on synchronizing the three plans, identifying common assumptions which would form the basis for implementation, and developing milestones. These will also be presented to the RMB/CC group for their consideration and suggestions.

Other initiatives under consideration include:

- Create a regional acquisition strategy
- Establish a standard regional PBAC process
- Create a standard regional value engineering process
- Develop a regional staffing SOP
- Develop standard regional processes for reprogramming, project close-out, continuing authority projects, and estimating district income
- Develop a regional outreach strategy, as well as a regional congressional engagement process

Also among the items for consideration is a recommendation that the region change the structure of its current civilian and military governing boards. APDT looked at the RMB and Command Council structures and processes and developed a recommendation to combine the two bodies into a single governing board. The proposal would have several benefits including a shortened communication chain, more effective decision-making, and unified leadership of the region. If the recommendation is adopted, the board would receive input from any source it desires including the Regional PBAC, Regional Outreach Council, and the Regional Acquisition Board. Membership is proposed to be the Division Commander and Deputy, the five District Engineers, District Deputies for Project Management, the regional Program Director, the regional Business Director, and the Regional Integration Team leader in Headquarters, USACE.

All of these many initiatives, while they sound somewhat arcane and technical, have but one goal: to remove the cultural and organization barriers to realizing the division's potential as a regional entity. “The Corps has been committed to a more regional approach to doing business for several years now,” BG Walsh said. “We're now at the point where we must institutionalize this commitment, and make it a permanent part of our culture.”

Regional team members interested in the details of the Campaign Plan proposals can view them at
<https://sadnet.sad.usace.army.mil/sad2004default.htm>

Engineer Week Open House



Tri-County area high school students were able to experience "hands-on" displays to expose them to different engineering occupations.

by Carol Weart, Public Affairs Assistant

As a kick-off to National Engineer Week, the Charleston District hosted the annual Engineer Week Open House on Monday, February 14th for local high school students. This event showcases the engineering and technology fields to promote these career options to interested students. Teachers, school-to-career facilitators, and more than 130 students currently enrolled in engineering field of study courses attended the open house.

The event provided numerous static and hands-on displays. Among the favorites were an EOD (Explosive Ordnance Disposal) robot and bomb disposal safety gear demonstrated by personnel from the Charleston Air Force Base, a diving suit and diving equipment provided by SAME (Society of American Military Engineers), and a flood plane model displayed by our Technical Services Division.

Corps Employees were available to speak to the students about a variety of topics including emergency management, construction and structural engineering, information management, regulatory functions and wetland protection, and value engineering.

Complimenting these displays and technical experts, representatives from South Carolina universities were available to speak to the students. These representatives provided information on study opportunities in the engineering fields and explained the admission requirements for their schools.

This unique opportunity is always a highlight of the year for the Charleston District and provides a meaningful experience for the students, teachers, and those supporting the Open House.



Marlene Judy, EM, shows students equipment used during emergency operations.

Lawrence Richard Hanford

July 4, 1964 - February 5, 2005



On February 5, 2005, Lawrence "Larry" Richard Hanford, one of our friends and co-workers died at his residence. Larry was 40 years old and lived on James Island with his wife, Frances "Fran" Duncan Hanford. At the time of his death, Larry had been with the Corps in the Charleston District for 11 years. During his career with the Corps, he worked in the Regulatory Division and in the Planning Branch.

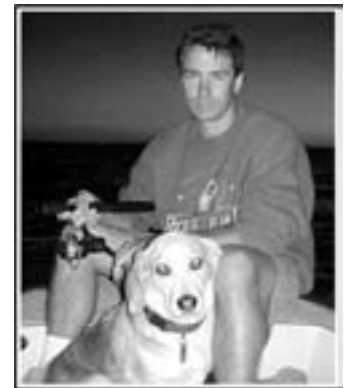
Larry, who was born July 4, 1964, was a North Carolina native. He graduated from North Carolina State University and was a devoted Wolfpack fan. He also held a masters degree in Marine Oceanography from Old Dominion University in Virginia. When listing all the things that Larry loved to do, one of the first things that comes to mind was fishing. Anyone who spent any time with Larry knew that Larry loved to be out in his boat, Liquid Pleasure, catching any fish that swam by. Just recently he took up the sport of spear fishing and was a member of a local diving club.

At his funeral, several friends of Larry's memorialized his zest for life and his "live every moment as if it's your last" attitude. Although Larry was only with us for a short 40 years, you can be assured that he packed more years of fun and adventure into those years than most people who live to be far older. There wasn't an adventure that Larry wanted to miss nor a person that he didn't want to befriend. All of his friends agreed, "Larry lived, really lived, every minute to the fullest."

One of Larry's other joys was spending time with friends at the James Island Yacht Club (where he also served on the Board of Directors). He could be found there every Friday night playing cards with his buddies. He also was the

organizer of the children's fishing tournament that was held every year and even dressed up like the Easter Bunny one year for all the kids.

Larry is survived by his wife, Fran; his parents, Ray and Mary Sue Hanford of Raleigh, NC; sister, Cathy Hanford West; and many other family members who loved him and will miss him. The family accepted floral tributes or donations made to St. Jude's Children's Research Hospital in his honor. The funeral service, which was attended by friends, family and co-workers, was held Feb. 9 at McAlister-Smith Funeral Home's Downtown Chapel. The chapel was packed beyond standing room, as some mourners stood in the hall outside. This was a true testament to the effect that he had on the people around him. As a tribute, we should all adopt Larry's philosophy of life and live each moment as if it were our last.



Workers' Compensation (What do I do if I am injured at work?)

The Federal Employees' Compensation Act (FECA) (5 U.S.C. 8101 et seq.) is administered by the Office of Workers' Compensation Programs (OWCP) of the U.S. Department of Labor. It provides compensation benefits to civilian employees of the United States for disability due to personal injury sustained while in the performance of duty or to employment-related disease. The FECA also provides for the payment of benefits to dependents if the injury or disease causes the employee's death. Benefits cannot be paid if the injury or death is caused by the willful misconduct of the employee or by the employee's intention to bring about his or her injury or death or that of another, or if intoxication (by alcohol or drugs) is the proximate cause of injury or death.

WHAT YOU SHOULD DO IF INJURED AT WORK:

1. Report the injury to the supervisor right away and obtain first aid as necessary;
2. Complete a written report (Form CA-1 or CA-2) and give it to the supervisor;
3. If a traumatic injury is involved, and further medical treatment is needed, obtain authorization (Form CA-16) from the Installation Compensation Program Coordinator or your supervisor (who ever issues Form CA-16) for your installation) for treatment by a physician of the employee's choice. If that physician is not available, the employee still has the right to choose a treating physician and should therefore select another;
4. If a traumatic injury is involved, furnish the supervisor with medical evidence of any disability within 10 calendar days or claiming continuation of pay.

UNDER THE FEDERAL EMPLOYEES' COMPENSATION ACT, WHAT REQUIREMENTS MUST A CLAIM FOR WORKERS' COMPENSATION MEET?

The employee must provide medical and factual evidence to establish five basic elements:

1. The claim was filed within the time limits set by the FECA.
2. The injured or deceased person was an employee within the meaning of the FECA;
3. The employee actually developed a medical condition (or damaged a prosthesis) in a particular way;
4. The employee was in the performance of duty when the event(s) leading to the claim occurred; and
5. The medical condition found resulted from the event(s) leading to the claim.

WHAT IS THE TIME LIMIT FOR FILING NOTICE OF INJURY AND CLAIM FOR FEDERAL WORKERS' COMPENSATION?

A notice must be filed within three years of the date of injury. However, if a claim is not filed within three years, compensation may still be paid if written notice of injury was given within 30 days, or the employer had actual knowledge of the injury within 30 days after it occurred.

MEDICAL BENEFITS

An employee is entitled to medical, surgical and hospital services and supplies needed for treatment of an injury as well as transportation for obtaining care. The injured employee has initial choice of physician and may select any qualified local physician or hospital to provide necessary treatment or may use agency medical facilities available. Except for referral by the attending physician, any change in treating physician after the initial choice must be authorized by OWCP. Otherwise, OWCP will not be liable for the expenses of treatment.

The term "physician" includes surgeons, osteopathic practitioners, podiatrists, dentists, clinical psychologists, optometrists and chiropractors within the scope of their practice as defined by State law. Payment for chiropractic services is limited to treatment consisting of manual manipulation of the spine to correct a subluxation as demonstrated by x-ray to exist. If the physician selected has been excluded from participating in the Compensation Program the OWCP District Office will advise the employee of the exclusion and the need to select another physician.

For additional information on worker's compensation visit this website:
<http://www.dol.gov/esa/regs/compliance/owcp/fecacont.htm>

EEO DISCRIMINATION COMPLAINT PROCESS



Barbara Gathers, EEO Officer
U. S. Army Corps of Engineers
69-A Hagood Avenue
Charleston, SC 29403

Commander
U. S. Army Corps of Engineers
69-A Hagood Avenue
Charleston, SC 29403

Department of Army
Director of EEO/Civil Rights
1941 Jefferson Davis Hwy.
Arlington, VA 22202

Secretary of the Army
ATTN: SAMR-EO-CCR
1941 Jefferson Davis Hwy.
Arlington, VA 22202

WHO MAY FILE:

Any employee, former employee, or applicant for employment, who believes that he/she has been discriminated against because of race, color, religion, sex, national origin, age, physical/mental disability, or reprisal (for a previous EEO activity), may contact the EEO Officer within 45 calendar days of the alleged incident or, in the case of a personnel action, within 45 calendar days of the effective date of the action.

INFORMAL (PRE-COMPLAINT) PROCESS:

The EEO Officer will advise the aggrieved that he/she may pursue the resolution of the complaint through the traditional EEO pre-complaint process or through the district's alternative dispute resolution (mediation) program, provided the issue is appropriate for mediation. If the aggrieved elects to participate in the traditional EEO pre-complaint process, an EEO Counselor from another district will conduct an informal inquiry of the complaint, in an effort to resolve the matter informally. If the aggrieved elects to participate in mediation, a mediator will be assigned to mediate the complaint. If the dispute is not resolved, through the traditional EEO pre-complaint process or through the mediation process, the aggrieved will be issued a Notice of Right to File a Formal Complaint of Discrimination.

FORMAL COMPLAINT PROCESS:

The aggrieved has the right to file a formal complaint of discrimination within 15 calendar days of receipt of the Notice of Right to File a Formal Complaint of Discrimination. The complaint must be in writing, preferably on a DA Form 2590, which will be provided to the aggrieved by the assigned EEO Counselor. The complaint must be filed in person, or by mail to any of the officials listed below, however, it is recommended that the complaint be filed with the EEO Officer to ensure the most expeditious processing.